

Class Code 4306/Nonexempt
Position Title Lead Technician
Working Area Engineering-Minor Projects
Effective Date May 18, 2001



JOB DESCRIPTION

Scope

Mid-level engineering design and plan preparation for roadways and multi-use trails and sidewalks.

Essential Functions

Note: These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is a logical assignment to the position.

Design necessary construction plans and documents for roadway and drainage projects. Coordinate projects with other departments, other governmental entities, jurisdictional agencies and utility owners. Provide quality assurance reviews of minor design projects. Perform field reconnaissance to review assigned projects and gather supplemental site data, hydraulic data, survey data, and other related information to complete the project. Provide routine training and instruction of lower-level technicians. Prepare graphics for presentations.

Minimum Qualifications

Knowledge and Skills

Ability to sequence construction activities for roadway, drainage and bridge projects. Perform civil engineering calculations to evaluate and design super-elevated, horizontal and vertical curves at grade intersections and appurtenant roadway drainage structures. Assist in the technical preparation of engineering reports and drainage permit applications and exhibits. Operate a CADD system, calculator, copier, blue-print machine and other office equipment. Communicate well orally and in writing.

Education

Associate's Degree in Civil Engineering Technology and three (3) years of responsible professional civil engineering design experience or a four-year Civil Engineering Degree. *A comparable amount of education, training, or experience may be substituted.*

Must possess and maintain a valid Florida Driver's License.

Working Conditions

The work environment for this position includes working in an office setting with some field work. Work may include lifting and carrying objects weighing between 25 and 50 pounds. Most duties are performed sitting at a desk, table, or workstation.